



CITY OF HOUSTON

Annise D. Parker

Mayor

P.O. Box 1562
Houston, Texas 77251-1562

Telephone – Dial 311
www.houstontx.gov

September 6, 2013

SUBJECT: Letter of Clarification No. **9** Third Party Administrator for Self-Funded Medical and/or Pharmacy Benefits Plans for the City of Houston

REFERENCE: Request for Proposal No. S37-T24702

TO: All Prospective Proposers

NOTE: On Wednesday, September 11th, a special MWBE networking event will be hosted in tandem with the pre-proposal conference for the RFP regarding Third Party Administrator for Self-Funded Medical and/or Pharmacy Benefits Plans. This event will provide you with the opportunity to meet potential MWBE partners, in the health-care industry and related fields, whose services can be counted towards meeting the 15% MWBE goal required by the RFP. The event will be held at the EB Cape Center, 4501 Leeland, 77023, in room 120 after the pre-proposal conference that will start at 2:00 pm. You can find additional vendors at the following website:

<https://houston.mwdbe.com/FrontEnd/VendorSearchPublic.asp>.

When issued, Letter(s) of Clarification shall automatically become a part of the proposal documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Letter(s) of Clarification. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Purchasing Division and the applicable City Department(s). It is the responsibility of the proposers to ensure that it has obtained all such letter(s). By submitting a proposal on this project, proposers shall be deemed to have received all Letter(s) of Clarification and to have incorporated them into this proposal.

Sincerely,

Gerri R. Walker

Gerri R. Walker
Assistant Director, Human Resources